

CHAPTER 5

ARTICLE 15-CONTROLLED SUBSTANCES

Revised January 24, 2002

Sections 52010.1 through 52010.17 are unchanged

52010.18 Urine Sample Collection Procedures

The securing of a urine sample from an inmate for the purpose of testing for the presence of controlled substances shall be conducted in accordance to CCR 3290(c).

When collecting the urine sample, staff must ensure that reasonable security is maintained, consideration is given to the privacy of the inmate, and the test is conducted in a sanitary manner.

All urine collection shall be conducted in an area designated by the Institution Head.

Pre-Collection Duties

Duties to be completed prior to the collection of the urine sample are as follows:

- Prior to the test, staff shall conduct a search of the area used to obtain the test and conduct an unclothed body search of the inmate. All possible contaminants must be removed from the area prior to the test. During the testing process the inmate shall not have contact with other inmates nor be left unsupervised.
- Establish the identity of the inmate by positive picture identification.
- Ensure that the inmate providing the sample remove all unnecessary garments and property and leaves these items outside the collection area.
- The staff member collecting the urine sample shall inform the inmate of the reason(s) for requesting the test. The inmate shall also be informed that refusal to provide a sample shall result in disciplinary action.

Collection of Urine Sample

Staff shall adhere to the following during the collection of the urine sample:

- The sample collection shall be conducted in a sanitary setting and with the necessary universal precautions. The inmate shall be provided disposable gloves for use during the collection and access to clean running water after the collection is complete.
- Utilize only sample bottles, lids, and labels provided by the contract laboratory.
- Clearly observe the flow of urine into the bottle.
 - The inmate must provide 20 cc's of urine (two-thirds of sample bottle) in order to adequately accomplish the required laboratory test.
- After filling the sample bottle, the inmate shall be given a lid and instructed to secure the bottle and rinse the outside of the bottle with cold tap water. The inmate shall give the secured sample bottle to the collecting staff member.
- Place the completed label on the sample bottle.
- Place a security seal on the bottle.
- The urine sample shall be processed in accordance with institutional procedures which maintain the chain

of custody of the sample. Staff shall adhere with the contract laboratory procedures when collecting, packaging and storing urine samples.

- Gloves used during the urine collection process will be disposed of according to institutional procedures.

Sections 52010.19 through 52010.23 are unchanged

Sections 52010.25 through 52010.29 are renumbered 52010.24 through 52010.28 respectively.